

# ACADEMIC STANDING - GRADUATE STUDENT

## ASK A QUESTION OR SUBMIT FEEDBACK ON THIS POLICY

Effective Date: Fall 2025

Last Reviewed: Fall 2024

Last Revised: Fall 2013

Next Review: Fall 2034

## Policy Statement

Good academic standing indicates that students are meeting university and program requirements and are making satisfactory progress towards their academic program. The definition of satisfactory performance and progress toward completion may differ among programs; therefore, it is imperative that each graduate program have these requirements in writing in their graduate handbook and distribute them to graduate students when they matriculate into the program.

## Progress Toward Degree Completion

All graduate students are expected to meet university and program requirements, and to make progress toward completion of their program. This progress includes satisfying the conditions listed below and achieving the requirements set by the individual program.

Students who fail to satisfy the requirements of their program and/or the conditions outlined below may be dismissed from the program.

1. Students must maintain their status as degree-seeking by registering for, at minimum, 1 graduate credit hour that contributes to their degree requirements as determined by their graduate program each year (defined as three consecutive terms, including summer as one term) or by taking an approved leave of absence. Courses taken for audit and course withdrawals will not be counted as fulfilling the minimum enrollment requirements. Meeting this minimum enrollment requirement does not guarantee students will meet the minimum requirements of other programs, offices or agencies.
2. Students are expected to maintain a minimum 3.000 grade point average (GPA).<sup>1</sup> Some programs have minimum academic standards that may exceed the overall university standards and are listed in the University Catalog.
3. Doctoral degree students must comply with the time limits for passing candidacy. Reference policy on Candidacy for Doctoral Degree.
4. Students must comply with the policy of Time Limits for Graduate Programs.

In addition to the performance and progress made upon the conditions listed above, individual programs will review student performance in the fulfillment of the program's requirements. Consideration may include, but is not limited to, such factors as performance during informal coursework and seminars; research capability and performance; professional standards of conduct; and the number of AU (Audit), IN (Incomplete), IP (In Progress) and W (Withdrawal) administrative marks on a student's record. Violations of the administrative policy on plagiarism and cheating may also impact a student's academic standing.

Grades of C- and below are not counted toward completion of requirements for any graduate degree, minor, certificate, endorsement, licensure and other non-degree programs, but are counted in the graduate GPA. Credit hours earned in undergraduate courses are not counted

toward completion of any graduate degree or certificate and are not counted in the graduate GPA. A change by a graduate student from one department or program to another does not remove from the student's GPA the grades that were earned in the first enrollment. Refer to the Grading Policies and Procedures in the University Catalog for information on grades and administrative marks and their application to the GPA.

## Review of Academic Performance

Each graduate program should review the academic performance and progress of its students, according to university and program requirements, at least once per academic year. Reviews may result in one of four outcomes:<sup>2</sup>

1. No action
2. Warning
3. Probation
4. Dismissal

### (1) No Action

If a student's performance and progress are satisfactory, the program may provide the student with written communication regarding the student's satisfactory performance and progress in the program.

### (2) Warning

A warning may be issued to a student if the student's performance and/or progress falls slightly below expectations (e.g., failure to make timely progress on thesis or dissertation; overall GPA is 3.000 or higher, but term GPA is below 3.000).

The department chair, school director or program coordinator administering the program will provide the student with written communication regarding the warning, including expectations for future performance and a timetable for the correction of deficiencies. Warnings are documented by the graduate program and may be communicated to the college dean, or designee.

### (3) Probation

Students are placed on academic probation at the end of any semester in which their overall Kent State GPA in graduate courses within the current program is below 3.000. Students must complete 6 graduate credit hours at Kent State before being subject to academic probation. Enrollment is permitted only on a term-by-term basis until the probation is removed.

The department chair, school director or program coordinator administering the program will provide written communication and contact the student to schedule a probationary meeting. The purpose of the probationary meeting is to review expectations for future performance and create a timetable for the correction of deficiencies.

Students must obtain a minimum 3.000 semester GPA in the first semester of probation. Failure to do so will result in academic dismissal.

Students who earn a 3.000 or higher semester GPA in their first semester probation but still have an overall GPA below 3.000 will be given one additional term to raise their overall GPA to 3.000 or higher. Failure to do so will lead to academic dismissal.

Exceptions:

- A student on an official leave of absence cannot be issued academic probation.

- If a student on academic probation does not take any graded (A-F) coursework, then that semester will not count as their semester of probation.
- A second semester of academic probation requires approval of the student's school/department and college dean.
- Any further extensions or exceptions require approval of the student's school/department, college dean and the Graduate College.

Students are not eligible to begin a new graduate assistant position while on academic probation.

Students in the College of Podiatric Medicine will have the probation noted on their student record, including the official transcript.

Coursework used in raising the student's GPA must be a part of normal program requirements and must be approved in advance by the program. The department chair, school director or program coordinator must notify the college dean, or designee, of the review outcome.

#### (4) Academic Dismissal

Review of a student's performance, progress and adherence to professional standards in a graduate program may result in a recommendation for academic dismissal. Refer to the **Dismissal and Appeal—Graduate** policy in the University Catalog for more information.

- <sup>1</sup> Refer to the College of Podiatric Medicine's section in the University Catalog for GPA expectations for students seeking the Doctor of Podiatric Medicine degree.
- <sup>2</sup> The College of Podiatric Medicine has two additional outcomes:
  1. **Dean's List.** Full-time students in the College of Podiatric Medicine who have a minimum 3.500 current GPA for the fall and spring semesters and earned no grade below a C or S (Satisfactory) in all course/rotation work will be cited on the Dean's List at the end of each semester. Only students taking a full course load will be eligible for the Dean's List. College of Podiatric Medicine students are ranked at the end of each semester according to their overall grade point averages. Ranking is done on an individual basis by class year.
  2. **Good Standing.** Students in the College of Podiatric Medicine and/or the College of Nursing are considered to be in good standing if they are meeting course and/or program expectations and have not failed any requirements.

## Reason for Policy

This policy provides clear guidelines regarding student status related to warnings and probationary status and creates a consistent approach for student progress to prevent dismissal. The policy also clarifies minimum GPA and guidelines for students to know what they must earn when in status of probation.

## Procedures

The academic status of graduate students is reviewed by the student's department at the end of each semester. Good academic standing is defined by a student achieving both of the following:

- Minimum 3.000 semester GPA and
- Minimum 3.000 overall GPA

Once status is determined, the department chair, school director or program coordinator administering the program will provide the student

with written communication regarding the consequences of academic status, i.e., warning or probation.

Upon exceeding the term of probation, the department chair, school director or program coordinator will submit recommendation for dismissal following the Dismissal and Appeal—Graduate policy.

## Forms/Instructions

*There are no additional forms or instructions associated with this policy.*

## Additional Resources

*There are no additional resources associated with this policy.*

## Frequently Asked Questions

1. **What are my options if I have been given a warning or placed on probation?**  
Students who have a question or concern related to warning or probation status may contact the Student Ombuds.
2. **Will a warning or probation appear on my transcript?**  
No, a warning or probation will not appear on a student's transcript.

## Definitions

**Minimum GPA:** A minimum GPA is no more than 6 credits of grades below a 3.000.

**Warning notice:** A warning notice will be sent from the academic unit to students whose semester GPA falls below a 3.000.

**Probation:** The academic status condition in which a student's overall GPA is below 3.000.

## Related Information

- Administrative Policy Regarding Student Cheating and Plagiarism
- Candidacy for Doctoral Degree
- Dismissal and Appeal—Graduate
- Grading Policies and Procedures
- Leave of Absence for Graduate Students
- Time Limits for Graduate Programs

## Revision History

**Amended August 2025:** Revised policy removes variance by credit hour (8 credit hours of grades lower than a B or more than 4 credit hours lower than a C) to be subject to dismissal; adds reference to minors, certificate, endorsement, licensure and other non-degree programs; clarifies probation and amount of time allotted to be in good standing; and requires students to be in good standing to begin a new graduate assistantship.

**Effective August 2013:** Establishes of a policy on academic standing for graduate students to replace current policies on dismissal and dismissal appeals.